Form EIA-176 Query System

Getting Started Guide

Version 2.0

1.0 Introduction
1.1 Purpose and Functions

The EIA-176 Query System is a PC-based system for users to produce reports and extract data from the Energy Information Administration (EIA) Form EIA-176, 'Annual Report of Natural and Supplemental Gas Supply and Disposition' database that is used to produce the *Natural Gas Annual (NGA)* publication. Its purpose is to provide users with annual company-level data as reported to EIA, in a format similar to the survey form for individual companies, as well as in files suitable for tabular calculation.

The query system has two functions: **1)** to provide individual company level responses in a format that resembles the EIA-176 filings. A blank sample of the current form EIA-176 form is available on the EIA web site at
http://www.eia.doe.gov/oil_gas/natural_gas/survey_forms/nat_survey_forms.html
A link to the 2001 form is included in the application.

2) to provide files of the EIA-176 data in a variety of output formats that may be imported into various software packages. The query system provides two methods to obtain tabular data. The first is a set of 24 pre-selected queries. The information in these queries was designed to satisfy the most commonly asked questions received by the EIA. Appendix B outlines the pre-selected queries and their respective data items.

The second method is Custom queries. These queries offer users the ability to access sets of data items not included in the pre-specified queries. Appendix C outlines the available data items. Data in the pre-selected and user-selected queries includes adjustment entries made by EIA staff to ensure that form EIA-176 and NGA publication data balance.

Data sets from both query methods can be saved to separate files in a variety of popular formats that include: text, comma-delimited for spreadsheets, SDF files for use with dBase, and fixed width format for use in other software packages.

*New in the pre-selected query section is a report of Name/Address data and a report detailing individual company items shown in the continuation pages of the form.

1.2 Hardware and Software Requirements

The minimum hardware requirements needed to install and use the EIA-176 Query System are:
•An IBM-compatible personal computer (PC) – minimum Pentium 75 is suggested and 24 MB of RAM
•The Windows operating system 95, 98, 2000, or NT –4.0 Service Pack 3 or later)
•Internet Explorer 5.0 or higher
•An 80-column monitor
•15 MB of hard-drive space

2.0 Installing and starting the EIA-176 Query System
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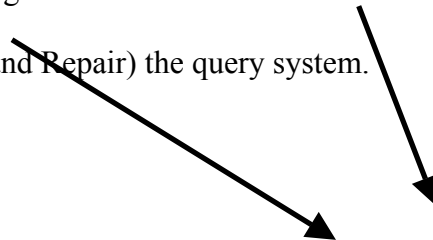
To install the EIA-176 Query System on your PC:

1) Download the software from the EIA web site.
2) Open Windows Explorer and find the file called **EIA176Qry2001.exe**.
3) Double click on the file **EIA176Qry2001.exe** and follow the instructions.
4) As the installation begins, a 'Welcome' screen is displayed. Click the '**Next**' button to continue.
5) The 'Select Destination Directory' screen will be displayed. Click the '**Next**' button if you wish to continue the installation to the default directory – C:\Program Files\EIA176Qry. If you wish to change the default directory, click the '**Browse**' button.
6) The 'Ready to Install' screen will be displayed. To continue with the installation click on the '**Next**' button.
7) A progress bar will appear.
8) When the installation is completed the 'Installation Completed' screen will be displayed.

Note: In some instances you will be prompted to re-start you computer to complete the installation. This is normal and can be done immediately to use the query system, or later if so desired.

2.2 Starting the EIA-176 Query System

The query installation program creates a program group and a desktop icon for the EIA-176 Query System. The desktop icon starts the query system up immediately and appears on the desktop after the install program runs.

The program group, which is available through the START menu has the EIA-176 Query System icon,
as well as an option to Optimize (Compact and Repair) the query system.

The Optimize option should be run periodically so that the query database does not become fragmented.